

CONNECTICUT STATE DEPARTMENT OF EDUCATION

AFFIRMATIVE ACTION POLICY STATEMENT SECTION 46a-68-33

The Connecticut State Department of Education recognizes its responsibility to uphold the principles of affirmative action and equal employment opportunity and is committed to ensuring that these principles are upheld with conviction and intensive effort. The Department further recognizes that the purpose of this commitment to affirmative action is to overcome the current effects of past discrimination. Therefore, the Department has implemented detailed, results-oriented programs in order to combat such discrimination and achieve affirmative action goals and objectives.

Equal employment opportunity is the employment of individuals without any consideration of *age, ancestry, color, genetic information, learning disability, marital status, past or present history of mental disability, mental retardation, national origin, physical disability, race, religious creed, sex, sexual harassment, and sexual orientation unless the provisions of Sections 46a-60(b), 46a-80(b), or 46a-81c of the Connecticut General Statutes are controlling or there is a bona fide occupational qualification excluding persons in any of the above protected groups.* The Connecticut State Department of Education will not knowingly use the services of, patronize or otherwise deal with any business, contractor, subcontractor or agency that engages in acts of unlawful discrimination.

The State Department of Education's Office of Affirmative Action will continue to use viable affirmative action measures in all stages of the employment process in accordance with Chapter XI (46a-68-43) of its Affirmative Action Plan.

This Policy Statement is based on both the spirit and the letter of state and federal anti-discrimination laws, regulations and executive orders and is intended to establish affirmative action and equal employment opportunity as immediate and necessary agency objectives. In accordance with legal requirements, the State Department of Education recognizes its responsibility to implement this policy in all aspects of the employment process, including recruitment, selection, assignment, compensation, promotion, upgrading, training, educational assistance, transfer, discipline, termination, layoff, recall and all other terms, conditions and privileges of employment. The Affirmative Action staff monitors all activity undertaken in these areas and makes a good-faith effort in relation to any problems identified. The Department of Education's *good-faith effort* includes, but is not limited to recommending policies and procedures that will eliminate actual or potential problems, establishing goals and timetables, and taking other appropriate measures to address and resolve existing problems.

We recognize the hiring difficulties experienced by individuals with disabilities and by many older persons. Program goals and timetables will be established to overcome the current effects of past discrimination, if any, and to achieve the full and fair participation of individuals with disabilities and older persons in the workforce.

As Commissioner of the State Department of Education, I pledge that services and programs of this agency will be provided in a fair and impartial manner consistent with affirmative action. All education and training programs conducted by this agency will be open to qualified persons. Each contractor, supplier, union or other cooperative agency with which we do business shall support this policy by complying with applicable state and federal equal opportunity laws, regulations, guidelines and executive orders prohibiting discrimination. The State Department of Education shall not be a party to any agreement or contract which has the effect of sanctioning discriminatory practices. I expect all supervisory personnel to adhere to this mandate by carrying out their affirmative action responsibilities, as set forth in this plan, with the same effort as their other responsibilities.

A list of federal and state constitutional provisions, laws, regulations, guidelines and executive orders that prohibit or outlaw discrimination are attached to this policy statement.

In my role as Commissioner of the State Department of Education, I am fully committed to the principle of equal employment opportunity, to the successful implementation of the agency's Affirmative Action Plan, and to ensuring that all employees are allowed to work in an environment free from insulting, degrading or discriminatory treatment and unsolicited or unwelcome sexual overtures. I will ensure that all employees, particularly managers, understand the Plan's provisions and take positive steps to ensure compliance with this policy, the Affirmative Action Plan, and procedures developed subsequent thereto. The annual evaluations of all managers will include an assessment of their performance with respect to affirmative action and equal employment opportunity. Further, the Affirmative Action Plan evidences my commitment to achieving goals and timetables as set forth in the plan.

This Department maintains an internal grievance procedure to handle complaints of discrimination. This procedure which is available to our staff, includes; time frames for resolution, counseling, confidentiality as well as other enforcement options. The full grievance procedure is available on our intranet and can be found in our Affirmative Action Plan.

Our policy is posted and distributed annually to all employees of this Department. Each employee has the right to review and comment upon the Affirmative Action Plan. Carl Jordan, Equal Employment Opportunity Manager has been assigned affirmative action duties. He may be reached at the Middletown Central Office, 25 Industrial Park Road , Middletown, CT 06457 or at (860)-807-2071, by fax at (860)-807-2157 or by e-mail at carl.jordan@po.state.ct.us.



Dr. Mark K. McQuillan
Commissioner of Education

June 13, 2008
Effective Date